

CORPORATION OF THE TOWNSHIP OF McNAB/BRAESIDE  
Joint Health and Safety Committee Meeting  
August 29, 2018 – 8:15 a.m.

1. **CALL TO ORDER AND ROLL CALL**

The Township of McNab/Braeside Joint Health and Safety Committee meeting was called to order at 8:15 a.m.

Present: Lindsey Lee, CAO/Clerk (Chair)  
Dave Hartwick, Fire Chief  
Christina Mulcahey, Cashier Receptionist  
Mandy Cannon, Executive Assistant (Recording secretary)

Absent: Kevin Murray, Public Works Supervisor  
Scott Conroy, Recreation Programmer

2. **DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

No disclosures of pecuniary interest were declared at this time.

3. **ADOPTION OF AGENDA**

Moved by Mandy Cannon, seconded by Christina Mulcahey, **THAT** the agenda dated August 29, 2018, be adopted as submitted and circulated.

**CARRIED.**

4. **ADOPTION OF PREVIOUS MINUTES**

Moved by Dave Hartwick, seconded by Mandy Cannon, **THAT** the minutes of the May 30, 2018 Joint Health and Safety Committee meeting be adopted as submitted and circulated.

**CARRIED.**

Moved by Dave Hartwick, seconded by Mandy Cannon, **THAT** the minutes of the June 5, 2018 Special Joint Health and Safety Committee meeting be adopted as submitted and circulated.

**CARRIED.**

5. **DELEGATIONS AND PRESENTATIONS**

Nil.

**6. MATTERS ARISING OUT OF THE DELEGATIONS HEARD**

Nil.

**7. ITEMS OF BUSINESS**

- Inspection Schedule

The Committee reviewed the inspections that were completed in June, July & August 2018. It was agreed that follow up inspections will be completed the month following the original inspection to ensure the hazard has been removed.

- New Safety Glasses for Firefighters

Chief Hartwick showed the Committee the new safety glasses that have been distributed to the firefighters.

- Epi-Pen

Ms. Lee advised that an Epi-Pen has been ordered to have on hand at the Township Office in case of an anaphylactic emergency. The Epi-Pen is currently on backorder but once they are back in stock we will receive ours.

- Hearing Safety

Ms. Lee reviewed correspondence received from Treasurer Lochtie with regards to having hearing tests done on all staff. Ms. Lee and Ms. Cannon will look into the costs associated with hearing tests/assessments for all staff members.

- Other Updates/Round Table

Medical Examinations for Class DZ Licences

The Committee discussed the costs incurred by employees that require medical examinations for DZ licensing. The Committee agreed that these costs should be covered by the Township as they are a mandatory requirement of the job. Ms. Lee will update the current policy accordingly.

Repercussions of Violating the Health and Safety Policy

The Committee discussed what the repercussions are of violating the Health and Safety Policy. Ms. Cannon will contact Joel Rabideau (WSIB Canadian Registered Safety Professional) for recommendations and to invite him to attend our office to speak to Department Heads about the importance of Health and Safety in the workplace.

**8. NEXT MEETING**

The next Joint Health and Safety Committee Meeting will be on November 28, 2018 at 8:30 a.m.

9. **ADJOURNMENT**

This Joint Health and Safety Committee meeting adjourned at 9:13 a.m.